

~~CONFIDENTIAL~~

Approved For Release 2000/04/14 : CIA-RDP78-03568A000300070017-3

Security Information

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Organization and Methods Service

FROM : Chief, Classification and Wage Division

SUBJECT: T/O Change for the Office of the Director

DATE: 30 April 1952

1. The Director's Office has requested that this office initiate a T/O change involving an increase on one additional position in the Executive Registry Section.

2. Based on a classification review, the Classification and Wage Division has evaluated the position and assigned a position number as follows:

Clerk-Typist, GS-322 3

CODE A
102

(This position is to be placed on the T/O immediately following position #100.)

3. It is requested that appropriate action be taken by your office to have this position placed on the T/O for the Office of the Director.

JOB NO. _____ BOX NO. _____ FLD NO. _____ DOC. NO. 6 NO CHANGE
IN CLASS/ ~~DECLASS~~/CLASS CHANGED TO: TS S C RET. JUST. _____
NEXT REV DATE _____ REV DATE 5/15/77 REVIEWER 52914 TYPE DOC. 02
NO. PGS 2 CREATION DATE _____ ORG COMP 32 OPI 32 ORG CLASS C
REV CLASS 4 REV COORD. _____ AUTH: HR 70.3

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FGJ/nf

Verbal Aff. Comptroller 5/5/52

30 APR 1952
3 10 PM '52

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MAY 1 1952

#144
RN 5/1

DIRECTOR'S OFFICE

ADD:

CODE A

CLERK-TYPIST

GS-322 3

102

This position is to be placed on the T/O immediately following position #100.

'S

02 - 12 - 1961

EMPLOYEES DIVISION

144

R.H. 5/1/54